

**SIKKIM**



**GOVERNMENT**                                   **GAZETTE**

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**Gangtok**

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**No. 293**

**HOME DEPARTMENT  
GOVERNMENT OF SIKKIM  
GANGTOK**

**No. 42/Home/2016**

**Dated: 18/7/2016**

**NOTIFICATION**

In pursuance of the directives under the Swachh Bharat Mission-Rural(SBM-GRAMIN) Guidelines prescribed by the Ministry of Drinking Water and Sanitation, Government of India, the State Government, for the management of Swachh Bharat Mission-Gramin at State/District/Block/Village levels, hereby constitutes the following Committees consisting of the following members, namely:-

**1 (1) STATE APEX COMMITTEE SWACHH BHARAT MISSION (GRAMIN)**

(i)	Chief Secretary	Chairperson
(ii)	Secretary, Finance Revenue and Expenditure Department	Member
(iii)	Secretary, Human Resource Development Department	Member
(iv)	Secretary, Social Justice, Empowerment and Welfare Department	Member
(v)	Secretary, Information and Public Relations Department	Member
(vi)	Secretary, Urban Development and Housing Department	Member
(vii)	Secretary, Forest, Environment and Wildlife Management Department	Member
(viii)	Secretary, Human Care, Health Service and Family Welfare Department	Member
(ix)	Secretary, Water Security and Public Health Engineering Department	Member
(x)	Expert individual or Non-Governmental Organization (NGO) in the field of Sanitation,Information, Education and Communication (IEC), Human Resource Development (HRD)	Member
(xi)	Secretary, Rural Management and Development Department	Member Secretary

**(2) TERMS OF REFERENCE:**

The terms of reference of the State Apex Committee Swachh Bharat Mission (Gramin) shall be as under, namely :-

- (i) to aid and advise the State Swachh Bharat Mission (G);
- (ii) to prepare broad State specific programme implementation framework as per the guidelines of the SBM (G);
- (iii) to make rules and guidelines for the effective implementation of the Mission.

2. (1) STATE SWACHH BHARAT MISSION (GRAMIN) COMMITTEE

(i)	Minister, Rural Management and Development Department	Chairperson
(ii)	Secretary, Rural Management and Development Department	Vice Chairman
(iii)	Chief Engineer, Rural Management and Development Department	Member
(iv)	Director of Accounts Rural Management and Development Department	Member
(v)	Officer on Special Duty (OSD), Dharavikas, Rural Management and Development Department	Member
(vi)	Nodal Officer, Human Resource Development Department	Member
(vii)	Nodal Officer, Social Justice Empowerment and Welfare Department	Member
(viii)	Nodal Officer, Urban Development and Housing Department	Member
(ix)	Nodal Officer, Information and Public Relation Department	Member
(x)	Nodal Officer, State Pollution Control Board (SPCB)	Member
(xi)	Nodal Officer, Human Care, Human Service and Family Welfare Department	Member
(xii)	Nodal Officer, Water Security and Public Health Engineering Department	Member
(xiii)	Mission Director, Swachh Bharat Mission (Gramin) (SBM (G))	Member Secretary

(2) TERMS OF REFERENCE

The terms of reference of the State Swachh Bharat Mission (GRAMIN) Review and Monitoring Committee shall be as under, namely :-

- (a) to achieve the objective of the State Swachh Bharat Mission (Gramin) as per the guidelines of the National Mission;
- (b) to exercise all administrative and financial function and make rules and State specific guidelines for achievement of the Mission objective;
- (c) to supervise implementation of the mission in the project districts, facilitate, convergence mechanism between the line departments;
- (d) to ensure preparation of Annual Implementation Plan for each district and consolidate the Annual Implementation Plan of the State, share and discuss the Annual Implementation Plan (AIP) with Ministry of Drinking Water and Sanitation (MDWS)/ National Swachha Bharat Mission (G) (NSBM(G));
- (e) to receive Grant in Aid from Centre, State and various other sources and disburse to District Swachha Bharat Mission (G) (SBM (G));
- (f) to engage technical experts as consultant if required;
- (g) to place proposals for approval at the State Scheme Sanctioning Committee;
- (h) to adopt State specific policy, technology for implementation of the Mission and provide general awareness motivation, mobilization, training and hand holding of the districts.

3. (1) DISTRICT SWACHH BHARAT MISSION (GRAMIN) COMMITTEE

(i)	Zilla Adhyakshya	Chairman
(ii)	District Collector	Executive Vice Chairman
(iii)	MP/MLA of the concerned district	Member
(iv)	Additional District Collector Sub-Division	Member
(v)	Superintendent of Police	Member
(vi)	Divisional Forest Officer(Territorial)	Member
(vii)	Joint Director, Human Resource Development Department (HRDD)	Member
(viii)	Chief Medical Officer, District Hospital	Member
(ix)	All Departmental Heads at District	Member
(x)	All Block Development Officers	Members
(xi)	Additional District Collector (Development) located at District Headquarter	Member Secretary

(2) TERMS OF REFERENCE

The terms of reference of the District Swachh Bharat Mission (GRAMIN) Management Committee shall be as under, namely :-

- (a) to implement the Mission as per the laid down guidelines issued by the State and National Mission;
- (b) to prepare the District Annual Implementation Plan (AIP) and submit to State Mission for approval and implement the Mission as per the approved AIP;
- (c) to maintain proper record of Physical and Financial Progress and update the same in the Management Information System (IMIS) or as directed by the State Mission;
- (d) to submit monthly progress report to the State Mission;
- (e) to meet once every month to plan and monitor the implementation of the mission;
- (f) to carry out regular Block and Gram Panchayat (GP) level reviews.

4. (1) BLOCK PROGRAMME MANAGEMENT UNIT

(i)	Block Development Officer	Chairman
(ii)	Concerned Zilla Panchayat Members	Member
(iii)	Concerned Panchayat Presidents	Member
(iv)	Medical Officer, Public Health Centre (PHC)	Member
(v)	Assistant Director (AD), Human Resource Development Department	Member
(vi)	Assistant Conservators of Forest(ACF) concerned	Member
(vii)	Assistant Engineer, Rural Management and Development Department at GVK	Member
(viii)	Panchayat Inspector	Block Coordinator/ Member Secretary

## (2) TERMS OF REFERENCE

The terms of reference of the Block Programme Management Unit shall be as under, namely :-

- (a) to work as a bridge between District and Gram Panchayat;
- (b) to ensure implementation of the Mission by the Gram Panchayats;
- (c) to provide continuous support to the Gram Panchayat and monitor physical & financial progress in the Gram Panchayat Units falling within the Block;
- (d) the Block Development Officer will function as the Block Sanitation Officer and will be assisted by Panchayat Inspector as the Block Coordinator;
- (e) to ensure hand and holding, supervising and monitoring the programme including the quality of toilets constructed, its usage and adoption of area specific Solid and Liquid Waste Management Plan with support and guidance of the District and the State Mission.

## 5. (1) GRAM PANCHAYAT / VILLAGE WATER AND SANITATION COMMITTEE.

(i)	Panchayat President	Chairman
(ii)	All Panchayat members	Member
(iii)	Junior Engineer	Member
(iv)	Head Masters of schools	Member
(v)	ASHA worker/ Aganwadi Worker	Member
(vi)	Representative from Active Non-Governmental Organization (NGOs)/SHGs	Member
(vii)	Representative from retired Government employee	Member
(viii)	Panchayat Development Assistant	Member
(ix)	Rural Development Assistant	Member Secretary

## (2) TERMS OF REFERENCE

The terms of reference of the Gram Panchayat/Village Level Water and Sanitation Committee shall be as under, namely :-

- (a) Endeavour to make the Gram Panchayat Open Defecation Free (ODF) and ensure sustenance of the Open Defecation Free (ODF) status;
- (b) Ensure maintenance of clean and hygienic environment in the village and proper management and disposal of Solid and Liquid Waste;
- (c) Provide adequate public sanitary facilities and its maintenance;
- (d) Collections of sanitation and waste management fees for the service provided and impose fines and fees as required;
- (e) Ensure each households/institutions/schools have proper sanitary and well maintained toilets;
- (f) Ensure proper cleanliness and avoidance of littering;
- (g) The existing Village Level Water Sanitation Committee will function at the village level;
- (h) The Panchayat Development Assistants are given the additional charge of sanitation to function as SwachataDoots in the village level in addition to their present duties and to

assist the Panchayat President and the Rural Development Assistant in matters related to Swachh Bharat Mission;

- (i) The membership of this Committee may have representation from each ward of the Gram Panchayat and 6 (six) more members;
- (j) 50% of the members should be women.

**By order and in the name of the Governor.**

**Alok K. Shrivastava, IAS**  
**Chief Secretary**  
**F.No. GoS/RMDD/15-16/143/SAN**

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**S.G.P.G. - 293/ Com. 6/ 200 Cps/ Dt:- 27.07.2016.**